

State of Hawaii
Department of Health
Communicable Disease Division
STD/AIDS Prevention Branch/STD Prevention Program

Request for Proposals

RFP No. HTH 100DH-11-03 STD Nursing Services at the STD Clinic

Date Issued: August 16, 2011

Proposal Submittal Deadline: September 16, 2011
Orientation Session: August 23, 2011
8:00 a.m.
Diamond Head Health Center, STD Clinic
3627 Kilauea Ave, Room 305
Honolulu, HI 96816

Note: If this RFP was downloaded from the State Procurement Office RFP Website each applicant must provide contact information to the RFP contact person for this RFP to be notified of any changes. For your convenience, an [RFP Interest form](#) may be downloaded to your computer, completed and e-mailed or mailed to the RFP contact person. The State shall not be responsible for any missing addenda, attachments or other information regarding the RFP if a proposal is submitted from an incomplete RFP.

August 16, 2011

REQUEST FOR PROPOSALS

STD Nursing Services at the STD Clinic

RFP No. HTH 100DH-11-03

NOTICE

The Department of Health, Communicable Disease Division, STD/AIDS Prevention Branch, STD Prevention Program is requesting proposals from qualified applicants to provide STD nursing services as a Clinic nurse or as a Clinic nurse practitioner at the Department of Health's STD Clinic located at the Diamond Head Health Center, 3627 Kilauea Ave. Room 305, Honolulu, Hawaii 96816. This is a part-time nurse position that requires working at the STD Clinic on various days during clinic hours. **Nursing services include but not limited to STD examinations, laboratory processing of specimens and point of care testing, treatment of STDs, counseling, referral for further services, and partner notification counseling/referral services.** In addition to the Clinic nurse responsibilities, the Clinic nurse practitioner will be required to have prescriptive authority and perform additional duties. The contract term will be from November 1, 2011 through October 31, 2013.

The STD Prevention Program will conduct an orientation on August 23, 2011 at 8:00 a.m. HST, at the Diamond Head Health Center, STD Clinic, 3627 Kilauea Ave. Room 305, Honolulu, Hawaii. All prospective applicants are encouraged to attend the orientation.

The deadline for submission of written questions is 4:30 p.m., HST, on August 30, 2011. All written questions will receive a written response from the State on or about September 6, 2011.

SUBMITTAL DEADLINE

All proposals mailed by the United States Postal Service (USPS) shall be postmarked by September 16, 2011 to the mail-in address and received no later than ten (10) days from the submittal deadline. Hand delivered proposals shall be received no later than September 16, 2011, 4:30 p.m. Hawaii Standard Time (HST) at the drop-off sites.

Proposals postmarked or hand delivered after the designated deadline shall be considered late and rejected. Deliveries by private mail services such as FEDEX shall be considered hand deliveries and shall be rejected if received after the submittal deadline.

MAIL-INS:

Merilene J. Karratti-Abordo, R.N., M.S.
STD/AIDS Prevention Branch
Diamond Head Health Center
3627 Kilauea Avenue, Room 304
Honolulu, Hawaii 96816

HAND DELIVERIES (DROP-OFF SITES):

Oahu

Merilene J. Karratti-Abordo, R.N., M.S.
STD/AIDS Prevention Branch
Diamond Head Health Center
3627 Kilauea Avenue, Room 304
Honolulu, Hawaii 96816

Applicants are encouraged to attend the Orientation Meeting. (See Section 1)

INQUIRIES

Inquiries regarding this RFP should be directed to the RFP contact person:
Merilene J. Karratti-Abordo, R.N., M.S.
STD Clinic Manager
3627 Kilauea Avenue Room 305
Honolulu, Hawaii 96816
Telephone: (808) 733-9281, fax: (808) 733-9291
e-mail:merilene.karratti-abordo@doh.hawaii.gov

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There are no attachments for this RFP.

Section 1

Administrative Overview

I. Procurement Timetable

Note that the procurement timetable represents the State's best estimated schedule. Contract start dates may be subject to the issuance of a notice to proceed.

Activity	Scheduled Date
Public notice announcing RFP	8/16/11
RFP orientation session	8/23/11
Due date for written questions	8/30/11
State purchasing agency's response to written questions	9/06/11
Proposal submittal deadline	9/16/11
Proposal evaluation period	Sept. 2011
Final revised proposals (optional)	-----
Provider selection	Oct. 2011
Notice of statement of findings and decision	Oct. 2011
Contract start date	11/01/11

II. Websites Referenced in this RFP

The State Procurement Office (SPO) website is www.spo.hawaii.gov

For	Click
1 Procurement of Health and Human Services	"Health and Human Services, Chapter 103F, HRS..."
2 RFP website	"Health and Human Services, Ch. 103F..." and "RFPs"
3 Hawaii Administrative Rules (HAR) for Procurement of Health and Human Services	"Statutes and Rules" and "Procurement of Health and Human Services"
4 Forms	"Health and Human Services, Ch. 103F..." and "For Private Providers" and "Forms"
5 Cost Principles	"Health and Human Services, Ch. 103F..." and "For Private Providers" and "Cost Principles"
6 Standard Contract -General Conditions	"Health and Human Services, Ch. 103F..." "For Private Providers" and "Contract Template – General Conditions"
7 Protest Forms/Procedures	"Health and Human Services, Ch. 103F..." and "For Private Providers" and "Protests"

Non-SPO Websites

For	Go to
8 Tax Clearance Forms (Department of Taxation Website)	http://www.hawaii.gov/tax/ click "Forms"
9 Wages and Labor Law Compliance, Section 103-055, HRS, (Hawaii State Legislature website)	http://www.capitol.hawaii.gov/ click "Bill Status and Documents" and "Browse the HRS Sections."
10 Department of Commerce and Consumer Affairs, Business Registration	http://www.hawaii.gov/dcca click "Business Registration"
11 Campaign Spending Commission	www.hawaii.gov/campaign

(Please note: website addresses may change from time to time. If a link is not active, try the State of Hawaii website at www.hawaii.gov)

III. The Procurement Process

Authority. This RFP is issued under the provisions of the Hawaii Revised Statutes (HRS), Chapter 103F and its administrative rules. All prospective applicants are charged with presumptive knowledge of all requirements of the cited authorities. Submission of a valid executed proposal application by a prospective applicant shall constitute admission of such knowledge on the part of such prospective applicant.

RFP Organization. This RFP is organized into 5 sections:

Section 1, Administrative Overview - The procurement process; requirements for awardees.

Section 2, Service Specifications - Services to be delivered, applicant responsibilities, requirements for the proposal application.

Section 3, Proposal Application – Instructions for completing the proposal application.

Section 4, Evaluation - The method by which proposal applications will be evaluated.

Section 5, Attachments - Information and forms necessary to complete the application.

RFP Orientation Session. An orientation session to familiarize applicants with the procurement process and the requirements of the RFP shall be held. Applicants are encouraged to submit written questions prior to the orientation. Questions at the orientation are permitted, but oral questions should be submitted in writing by the date indicated in the Procurement Timetable to ensure an official written response.

Date and time: 08/23/11 8:00 a.m.

Location: Diamond Head Health Center
3627 Kilauea Avenue, Room 305
Honolulu, HI 96816

Submission of Questions. Applicants may submit written questions to the RFP Contact Person identified in the Notice. The written response by the State purchasing agency will be available to all applicants and placed on the RFP website.

Deadline for submission of questions: August 30, 2011

Discussions with Applicants. Discussions may be conducted with potential applicants to promote understanding of the purchasing agency's requirements prior to the submittal deadline. Discussions may also be conducted with applicants whose proposals are determined to be reasonably susceptible of being selected for award, but proposals may be accepted without discussions, in accordance section 3-143-403, HAR.

Multiple or Alternate Proposals. Multiple/alternate proposals are not applicable to this RFP.

Confidential Information. If an applicant believes any portion of a proposal contains information that should be withheld as confidential, the applicant shall request in writing nondisclosure of designated proprietary data to be confidential and provide justification to support confidentiality. Such data shall accompany the proposal, be clearly marked, and shall be readily separable from the proposal to facilitate eventual public inspection of the non-confidential sections of the proposal. Note that price is not considered confidential and will not be withheld.

Confidentiality of Personal Information. Act 10 relating to personal information was enacted in the 2008 special legislative session. As a result, the Attorney General's General Conditions of Form AG Form 103F, *Confidentiality of Personal Information*, has been amended to include Section 8 regarding protection of the use and disclosure of personal information administered by the agencies and given to third parties.

Opening of Proposals. Upon receipt by a state purchasing agency at the designated location(s), proposal applications shall be date-stamped, and when possible, time-stamped, held in a secure place and not examined for evaluation purposes until the submittal deadline.

Public Inspection. Procurement files shall be open to public inspection after a contract has been awarded and executed by all parties.

RFP Addenda. The State reserves the right to amend this RFP at any time prior to the closing date for the final revised proposals.

Final Revised Proposals. If requested, final revised proposals shall be submitted in the manner, and by the date and time specified by the state purchasing agency. If a final revised proposal is not submitted, the previous submittal shall be construed as the best and final offer/proposal.

Cancellation of Request for Proposals. The request for proposals may be canceled when it is determined to be in the best interests of the State in accordance with section 3-143-613, HAR.

Costs for Proposal Preparation. Any costs incurred by applicants in preparing or submitting a proposal are the applicants' sole responsibility.

Provider Participation in Planning. Provider participation in a state purchasing agency's efforts to plan for or to purchase health and human services prior to the release of a request for proposals, shall not disqualify providers from submitting proposals if conducted in accordance with sections 3-142-202, 3-142-203, HAR.

Rejection of Proposals. A proposal offering a set of terms and conditions contradictory to those included in this RFP may be rejected. A proposal may be rejected for any of the following reasons: 1) Failure to cooperate or deal in good faith (Section 3-141-201, HAR); 2) Inadequate accounting system (Section 3-141-202, HAR), 3) Late proposals (Section 3-143-603, HAR); 4) Inadequate response to request for proposals (Section 3-143-609, HAR); 5) Proposal not responsive (Section 3-143-610(a)(1), HAR), 6) Applicant not responsible (Section 3-143-610(a)(2), HAR).

Notice of Award. A statement of findings and decision shall be provided to all applicants by mail upon completion of the evaluation of competitive purchase of service proposals. Any agreement arising out of this solicitation is subject to the approval of the Department of the Attorney General as to form, and to all further approvals, including the approval of the Governor, required by statute, regulation, rule, order or other directive. No work is to be undertaken by the awardee prior to the contract commencement date. The State of Hawaii is not liable for any costs incurred prior to the official starting date.

Protests. Any applicant may file a protest against the awarding of a contract. The Notice of Protest form, SPO-H-801, all other forms and a detailed description of procedures are on the SPO website. Only the following matters may be protested:

- (1) A state purchasing agency's failure to follow procedures established by Chapter 103F, HRS;
- (2) A state purchasing agency's failure to follow any rule established by Chapter 103F, HRS; and
- (3) A state purchasing agency's failure to follow any procedure, requirement, or evaluation criterion in a request for proposals issued by the state purchasing agency.

The Notice of Protest shall be mailed by USPS or hand delivered to the head of the state purchasing agency conducting the protested procurement and the procurement officer conducting the procurement (as indicated below) within five (5) working days of the postmark of the Notice of Findings and Decision sent to the protestor. Delivery services other than USPS shall be considered hand deliveries and considered submitted on the date of actual receipt by the state purchasing agency.

Head of State Purchasing Agency	Procurement Officer
Name: Loretta J. Fuddy, A.C.S.W., M.P.H.	Name: Sharon Abe
Title: Director of Health	Title: Chief, Administrative Service Office
Mailing Address: PO Box 3378 Honolulu, HI, 96801	Mailing Address: PO Box 3378 Honolulu, HI 96801
Business Address: 1250 Punchbowl St. Honolulu, HI	Business Address: 1250 Punchbowl St. Honolulu, HI

Availability of Funds. The award of a contract and any allowed renewal or extension thereof, is subject to allotments made by the Director of Finance, State of Hawaii, pursuant to Chapter 37, HRS, and subject to the availability of State and/or Federal funds.

IV. Requirements for Awardees

Tax Clearance. If awarded, a certified copy of a current valid tax clearance certificate issued by the State of Hawaii, Department of Taxation (DOTAX) and the Internal Revenue Service (IRS) will be required upon notice of award.

Wages and Labor Law Compliance. Prior to contract execution for service contract in excess of \$25,000, the provider shall certify that it complies with section 103-55, HRS, "Wages, hours, and working conditions of employees of contractors performing services."

Compliance with all Applicable State Business and Employment Laws. All providers shall comply with all laws governing entities doing business in the State. Prior to contracting, owners of all forms of business doing business in the state except sole proprietorships, charitable organizations unincorporated associations and foreign insurance companies be registered and in good standing with the Department of Commerce and Consumer Affairs (DCCA), Business Registration Division. Foreign insurance companies must register with DCCA, Insurance Division. More information is on the DCCA website. (See paragraph II, Website Reference.)

Campaign Contributions by State and County Contractors. Contractors are hereby notified of the applicability of Section 11-205.5, HRS, which states that campaign contributions are prohibited from specified State or county government contractors

during the term of the contract if the contractors are paid with funds appropriated by a legislative body. For more information, Act 203/2005 FAQs are available at the Campaign Spending Commission webpage. (See paragraph II, Website Reference.)

Monitoring and Evaluation. Criteria by which contracts will be monitored and evaluated is in Section 2.

General and Special Conditions of Contract. The general conditions that will be imposed contractually are on the SPO website. Special conditions may also be imposed contractually by the state purchasing agency, as deemed necessary.

Section 2

Service Specifications

I. Overview, Purpose or Need and Goals of Service

The mission of the STD/AIDS Prevention Branch (SAPB) of the Hawaii State Department of Health is to reduce the incidence and severity of sexually transmitted diseases (STD's), including human immunodeficiency virus (HIV) in the State of Hawaii. The SAPB operates a STD Clinic located at the Diamond Head Health Center on Oahu. The goal of the STD Clinic is to reduce the incidence and severity of STDs in the State of Hawaii through the provision of free and confidential STD medical services. Services include STD examination, treatments, partner services, education, and referral services. It currently provides approximately 4900 clinic visits per year.

The purpose of this procurement is to purchase nursing services for STD Clinic nurses to provide necessary nursing services at the STD Clinic. The nursing services include STD examinations, laboratory processing of specimens and point of care testing, treatment of STDs, counseling, referral for further services, and partner notification counseling/referral services. In addition, the Clinic nurse will perform administrative services, as needed, when there is no registered nurse on duty.

The STD Clinic is currently open five (5) days per week Monday through Friday from 11:00 a.m. – 4:00 p.m. except on State holidays. Clinic hours may be subject to change. We are looking for a non-permanent, preferably STD experienced, nurse practitioner with prescriptive authority and/or registered nurse who can work approximately 25-30 hours per week during clinic hours.

II. Planning Activities

RFI posted on July 14, 2011 at the website for the procurement notices:
<http://www4.hawaii.gov/bidapps/ShowBids.cfm?Isle=SW>

III. Demographics and Funding

Target population to be served:

Population at-risk of STD who are usually under 30 years of age and the uninsured.

Geographic coverage of service:

Services are open to the public. Because of the clinic's geographic location on Oahu, services are usually provided to persons living on Oahu.

Probable funding amounts, source, and period of availability:

Approximately \$60,000 in State funds is available to purchase nursing services annually during the fiscal biennium, November 1, 2011 - October 31, 2013.

Single or multiple contracts to be awarded ☐ Single ☐ Multiple ☒ Single & Multiple
(Refer to §3-143-206, HAR)

Criteria for multiple award: If unable to fulfill the proposal with one (1) applicant, the program will consider multiple proposals.

Term of Contract(s)

Initial term:	<u>November 1, 2011 - October 31, 2013</u>
Length of each extension:	<u>24 months</u>
Number of possible extensions	<u>2</u>
Maximum length of contract:	<u>November 1, 2011 - October 31, 2017</u>

Conditions for Extension:

Must have funding available, must be in writing, and must be executed prior to contract expiration.

IV. Service Activities

The Clinic nurse, during clinic hours, will be responsible to provide nursing STD services at the STD Clinic. These services include but not limited to STD examinations, laboratory examinations of STD specimens and point of care testing, treatment, referral for further services, counseling and partner notification counseling/referral services and will guide the STD clinicians including licensed practical nurses. He/She may be called in to provide coverage for another nurse who may be on an emergency leave. He/She may be required to attend clinic meetings/trainings, as needed.

Additionally, the STD Clinic nurse practitioner will have responsibilities, which include but not limited to guiding the STD registered nurse and licensed practical nurse, medical and sexual risk history taking, performing male and female STD assessments and examinations, point of care testing, venipuncture, collection and microscopy examinations of STD specimens, prescribing appropriate medications for the treatment of STDs, administration of medications and vaccinations, STD counseling and referrals to other agencies for further follow-up, serving as the on-site clinic nurse in the absence of a registered nurse, be available for clinic site visits from regulatory agency (s) such as CLIA, and participate in program reviews by the CDC.

The STD Clinic is currently open five (5) days per week Monday through Friday from 11:00 a.m. – 4:00 p.m., except on State holidays. Clinic hours may be subject to change.

V. Qualifications

1. Experience

Applicant must have graduated from an accredited school of nursing, possess a valid and current nursing license to practice nursing in the State of Hawaii, and current nursing malpractice insurance. In addition, the advanced practice registered nurse must possess a valid and current APRN-RX Hawaii license with prescriptive authority and have experience as a nurse practitioner.

Preferred experiences include at least 2 years of experience as a nurse practitioner, previous work in public STD Clinic environment and the population it serves, STD examinations, treatment, and point of care testing/STAT laboratory work, counseling, referral, computer literacy, and knowledgeable about “STD Clinical Practice Guidelines”, CDC “STD Treatment Guidelines”, and knowledge of Clinical Laboratory Improvements Amendments (CLIA) requirements.

Documentation is required for a valid nursing license to practice in Hawaii and if applicable, APRN-RX license to practice in Hawaii, malpractice insurance, and if any, continuing nursing education credits relating to STD. Attach current Curriculum Vitae (CV).

Requirements for the Proposal Application

The applicant shall provide a description of experience/projects/contracts/training pertinent to the services required. Applicant shall include at least two (2) points of contact, addresses, e-mail and phone numbers. The State reserves the right to contact references to verify experience. CV, Hawaii RN license, Hawaii APRN-Rx license (if applicable) and current malpractice nursing insurance must be attached.

2. Organization - Not applicable

3. Personnel - Not applicable

4. Facilities - Not applicable

Evaluation Criteria for Qualifications (75-85 points)*Only proposals that meet all the minimum requirements will be scored.

A pass/fail grading system will be used to screen qualified applicants. Qualified applicants must meet minimum requirements:

- Graduated from an accredited school of nursing
- Valid license to practice nursing in the State of Hawaii
- Valid license to practice advanced nursing with prescriptive authority in the State of Hawaii (if applicable)
- Work experience as a nurse practitioner (if applicable)
- Current nursing malpractice insurance

In addition, applicant must accept the pricing structure rate and state work schedule availability.

VI. Pricing Structure

Pricing structure will be based on a fixed unit of service rate. The units of service shall be on an hourly basis and computed to the nearest quarter (1/4) hour. The applicant will furnish an estimate of the hours of availability during the STD Clinic operating hours.

Requirements for the Proposal Application

The unit of service rate for the Clinic registered nurse will be \$34.00 per hour.

The unit of service rate for the Clinic nurse practitioner with prescriptive authority will be \$40.00 per hour.

Evaluation Criteria for Pricing (25 points) *Only proposals that meet all the minimum requirements will be scored.

In addition, applicant must accept the pricing structure rate and state work schedule availability.

- | |
|-----------------------------------|
| <i>Meets minimum requirements</i> |
|-----------------------------------|
- | |
|-----------------------------|
| <i>Accepts service rate</i> |
|-----------------------------|
- | |
|--|
| <i>Available M-F during clinic hours</i> |
|--|

VII. Other

Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

Statements regarding litigation will not carry any point value but are required.

VIII. Reporting Requirements for Program and Fiscal Data

IX. Monitoring and Evaluation

The criteria by which the performance of the contract will be monitored and evaluated are: Provision of services in accordance with the STD Clinic policies and procedures, “Sexually Transmitted Diseases Clinical Practice” guideline, and Department of Health’s and CDC’s current STD treatment guidelines. The evaluation of services provided will be performed by the STD Clinic Manager in accordance with these guidelines

Section 3

Proposal Application

I. Instructions for Completing the Proposal Application

- *Proposal Applications shall be submitted to the state purchasing agency using the prescribed format outlined in this section and section 2.*
- *A written response is required for **each** item unless indicated otherwise. Failure to answer any of the items will impact upon an applicant's score.*
- *Applicants are **strongly** encouraged to review evaluation criteria when completing the proposal.*

II. Submission of Proposal Application Documents

The proposal application documents are as follows and shall be submitted in the following order:

- *Proposal Application Identification Form (SPO-H-200)* Identifies the proposal application.
- *Table of Contents-* Include a listing of all documents included in the application.
- *Proposal Application Short-Form 1 (SPO-H 250)*
 - Qualifications
 - Pricing
 - Other - Litigation
- *Attachments*
 - *If no attachments required, enter 'No attachments required' and delete bullets*

The required format for the Proposal Application Short Form 1 (SPO-H 250) follows. Note that the form is available on the SPO website (see Section 1, paragraph II, Website Reference). The form on the website will not include items specific to each RFP. If using the website form, the applicant must incorporate all items listed on the next page.

Proposal Application Short Form 1

If a narrative is not required for a section enter "no narrative required."

I. Qualifications

Experience

Organization

Personnel

Facilities

II. Pricing

III. Other

Litigation

Section 4

Proposal Evaluation

I. Evaluation Process

The evaluation of proposals received in response to the RFP will be conducted comprehensively, fairly and impartially. Structural, quantitative scoring techniques will be utilized to maximize the objectivity of the evaluation. The procurement officer or an evaluation committee of designated reviewers selected by the head of the state purchasing agency or procurement officer shall review and evaluate proposals. When an evaluation committee is utilized, the committee will be comprised of individuals with experience in, knowledge of, and program responsibility for program service and financing. Each applicant shall receive a notice of award/non-award, which shall contain a statement of findings and decision for the award or non-award of the contract to each applicant.

II. Evaluation Criteria

At the end of this section is a sample of the evaluation sheet that will be used to evaluate proposal applications. Applicants will receive a report similar to the attached upon completion of the evaluation process.

Evaluation Criteria for Qualifications (75-85 points)*Only proposals that meet all the minimum requirements will be scored.

A pass/fail grading system will be used to screen qualified applicants. Qualified applicants must meet minimum requirements:

- Graduated from an accredited school of nursing
- Valid license to practice nursing in the State of Hawaii
- Valid license to practice advanced nursing with prescriptive authority in the State of Hawaii (if applicable)
- Work experience as a nurse practitioner (if applicable)
- Current nursing malpractice insurance

In addition, applicant must accept the pricing structure rate and state work schedule availability.

Qualifications	75-85
<i>Experience</i>	
• ≥ 2 years work experience as a nurse practitioner	5
• $1 < 2$ years work experience as a nurse practitioner	3
• < 1 year work experience as a nurse practitioner	2
• ≥ 2 years work experience as a nurse practitioner with prescriptive authority	5
• $1 < 2$ years work experience as a nurse practitioner with prescriptive authority	3

• <1 year work experience as a nurse practitioner with prescriptive authority	2
• Previous work in public STD Clinic environment and the population it serves	10
• Previous experience STD examinations, treatment, and point of care testing	10
• Previous experience STAT laboratory work	10
• Previous experience in counseling and referrals	10
• Knowledgeable about STD Clinical Practice Guidelines	10
• Knowledgeable about STD Treatment Guidelines	10
• Knowledgeable of Clinical Laboratory Improvements Amendments (CLIA) requirements	10
• Continuing nursing education credits relating to STD	05

Evaluation Criteria for Pricing (25 points) *Only proposals that meet all the minimum requirements will be scored.

In addition, applicant must accept the pricing structure rate and state work schedule availability.

- Meets minimum requirements
- Accepts service rate
- Available M-F during clinic hours

Pricing	25	
• Available M-F 25-30 hours per week	(25)	
• Available 20-24 hours per week	(20)	
• Available 15-19 hours per week	(03)	
• Available 5-14 hours per week	(02)	

Evaluation of
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 Issued August 16, 2011

SAMPLE

Proposals that meet all the minimum requirements will be scored as follows:

Applicant:

Proposal Application ID:

<i>Criterion</i>	<i>Total Possible Score</i>	<i>Score</i>
Qualifications	75-85	
Experience		
• ≥2 years work experience as a nurse practitioner	5	
• 1<2 years work experience as a nurse practitioner	3	
• <1 year work experience as a nurse practitioner	2	
• ≥2 years work experience as a nurse practitioner with prescriptive authority	5	
• 1<2 years work experience as a nurse practitioner with prescriptive authority	3	
• <1 year work experience as a nurse practitioner with prescriptive authority	2	
• Previous work in public STD Clinic environment and the population it serves	10	
• Previous experience STD examinations, treatment, and point of care testing	10	
• Previous experience STAT laboratory work	10	
• Previous experience in counseling and referrals	10	
• Knowledgeable about STD Clinical Practice Guidelines	10	
• Knowledgeable about STD Treatment Guidelines	10	
• Knowledgeable of Clinical Laboratory Improvements Amendments (CLIA) requirements	10	
• Continuing nursing education credits relating to STD	05	
Comments:		
Organization		
• N/A		
Comments:		
Personnel		
• N/A		
Comments:		
Facilities		
• N/A		

RFP No: HTH 100DH-11-03

Title: STD Nursing Services
at the STD Clinic

Comments:		
Pricing	25	
• Available M-F 25-30 hours per week	(25)	
• Available 20-24 hours per week	(20)	
• Available 15-19 hours per week	(03)	
• Available 5-14 hours per week	(02)	
Comments:		
TOTAL:	100-110	

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